



**Job Title:** **PHYSICIAN**

**Department(s):** Provider Clinical Operations

**Position Summary:** Provides Ongoing Clinical Care to the patients of NHS

**Supervision Received:** Medical Director

**Supervision Exercised:** None

**Hours/Week** 24-32  Full-Time  Part-Time  Exempt  Non-Exempt

**FLSA Definition:**

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**ESSENTIAL FUNCTIONS:**

- Provides comprehensive health care for patients as established by clinic protocols, or according to community standards. These services include health maintenance, acute episodic care, chronic disease management, and patient education. Refers patients to appropriate specialty physicians as necessary.
- Meets or exceeds clinical productivity benchmarks and other productivity indicators, and; actively participates in quality-related initiatives aimed at improving patient outcomes, patient satisfaction, and efficiency of care delivery
- Maintains patient treatment documentation as established by clinic protocol. Completes worker's compensation forms, special insurance, disability, and other patient forms, and; assists patients in record transfer as needed.
- Completes sufficient continuing education to remain current and meet licensing and specialty board requirements
- Provides consultation and support for mid-level providers and works cooperatively with the health care team
- Provides call coverage for nights and weekends as arranged
- Provides community and student education as requested
- Monitors quality of care by performing periodic chart reviews, peer reviews and other reviews as indicated and required for improved clinical care and risk management
- Serves as a Provider Champion for specific clinical quality indicators (at least one). As such, assists in the development/review of workflows and process improvement to improve the quality of care for NHS patients as related to the specific condition or indicator. Provider Champion is also responsible for assisting in the education, development and motivation of fellow providers and support staff as it pertains to implementation of the QI plan for the given measure.

**CORE REQUIREMENTS:**

- Works collaboratively and respectfully with staff and others—individually and as part of a team—to achieve optimal efficiency, outcomes and morale
- Interacts in a culturally competent manner with individuals and groups from diverse backgrounds, including but not limited to: socio-economics, race and ethnicity, nationality and religion, both in-clinic and in the community
- Maintains excellent and punctual attendance
- Attends and actively participates in staff and departmental meetings
- Attends agency functions and meetings as relevant or required
- Works at any or all NHS clinics, as needed
- Uses computer daily including e-mail, word documents, spreadsheets, patient management system, electronic health record, and patient portal, as needed to carry out essential job functions
- Maintains any required licensure/certification
- Demonstrates commitment to agency mission and goals
- Abides by corporate compliance program, HIPAA regulations and other agency policies and procedures
- Participates daily in pre-visit planning and huddles (RN, Provider, Medical Assistant, Front Desk)
- Utilizes Patient Portal to access patient information and communicate with patients, as relevant
- Plans, organizes, and multitasks
- Speaks, understands, reads and writes English sufficiently to carry out all essential duties
- Performs other duties as assigned

**QUALIFICATIONS:**

- MD/DO in good standing
- Minnesota medical license
- DEA registration
- Completion of residency
- Certified by specialty board

**Attachments**

- Physical and Mental Requirements
- Work Environment